



Southwest Tennessee Electric Membership Corporation

1009 E. Main St, P.O. Box 959, Brownsville, TN 38012

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August 21, 2024

Dear Board of Directors:

The meeting of the Board of Directors of Southwest Tennessee Electric Membership Corporation will be held at the office of the Cooperative in Brownsville, on **Friday, August 23, 2024, at 8:00 a.m.**

The following items are on the agenda:

1. Opening Prayer and Pledge of Allegiance
2. Adopt the Agenda
3. Election of Officers
4. Discussion of Policy 21-1 & Office Procedure (Attachments)
5. Discussion of Henderson East Substation (Attachment)
6. Consent Agenda
 - a. Minutes of the July 2024 meeting
 - b. Write-Off Report
 - c. Vendor Payment List Preview
 - d. President's Report
7. Current Events/Updates
8. Adjourn

Enclosed is a copy of the Minutes, the Audit Report, the President's Report, the Comparative Statement for July, the Write-Off Report for September, and the Current Events.

Sincerely,

A handwritten signature in black ink that reads "J. Kevin Murphy".

J. Kevin Murphy
President
Enclosures